



STATE OF IDAHO
OFFICE OF THE SECRETARY OF STATE

PO Box 83720
Boise ID 83720-0080
Phone: (208) 334-2300
Fax: (208) 334-2080

27 May 2011

IMPORTANT NOTICE

RE: Master list distribution and format changes.

Dear PML Subscriber,

Beginning July 6th, 2011 we are changing our PML distribution in an effort to provide more options for our users and to update the format of our PML files. These changes will include:

1. A completely new PML file will be generated every two weeks.
2. All PML groups will be distributed on the same day, beginning the first Wednesday of July, and then every two weeks thereafter.
3. A supplemental (SUP) file will be created that specifies the new lien filings, continuations, terminations, etc. that have occurred over the past two weeks. The use of this file is optional, as all changes will be included in the newest complete PML file.
4. The old format text file that we currently provide will no longer be available. The new files will be available in three searchable formats:
 - a. HTML format - Allows the user to open the document in a standard internet browser, such as Internet Explorer or Firefox.
 - b. PDF format - Allows the user to open the document in a PDF reader, such as Adobe Acrobat.
 - c. Delimited format - Allows the file to be imported into a spreadsheet program, such as Microsoft Excel.
5. All three file formats will be provided to every user, so each user can decide which format best suits their individual needs.
6. We will no longer use "codes" to indicate information. All information will be provided in complete text.
7. Our download service will be expanded to include automatic notification by e-mail whenever new files are available, and whenever subscription(s) need to be renewed.

Sample files are found at: <http://www.sos.idaho.gov/PMLSample/PMLSample.htm>

If you have questions or concerns please call (208)332-2849, or e-mail jharvey@sos.idaho.gov.

Thank you,

Jeffrey S. Harvey
UCC Supervisor
Commercial Division
Secretary of State of Idaho